

	<b>JUSTICE AND PUBLIC SAFETY CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES</b>	<b>REFERENCES:</b> <b>505 KAR 1:110</b> <b>3-JTS-1C-04, 05; 2B-08; 5C-04</b> <b>3-JCRF-2B-03</b> <b>1-JDTP-1C-04, 05</b> <b>1-JBC-1C-04; 2B-07; 5C-05</b> <b>NCCHC Y-26</b>
<b>CHAPTER: Program Services</b>		<b>AUTHORITY: KRS 15A.0652</b>
<b>SUBJECT: Facility Capacities</b>		
<b>POLICY NUMBER: DJJ 319.1</b>		
<b>TOTAL PAGES: 2</b>		
<b>EFFECTIVE DATE: 1/04/2016</b>		
<b>APPROVAL: Bob D. Hayter</b>		<b>, COMMISSIONER</b>

## **I. POLICY**

The number of youth placed in a youth development center (YDC) or group home shall not exceed the facility's recommended maximum bed capacity.

## **II. APPLICABILITY**

This policy shall apply to each YDC and group home.

## **III. DEFINITION**

Refer to Chapter 300.

## **IV. PROCEDURES**

- A. The Department of Juvenile Justice (DJJ) shall establish and maintain recommended maximum bed capacities at each facility.
- B. The Deputy Commissioner of Operations may waive the maximum capacity of a facility, in response to an emergency situation, for up to five (5) days. If the capacity is waived, the Deputy Commissioner shall document the emergency situation and reason for the increased capacity in a memorandum to the Commissioner.
- C. If circumstances exist which require the waiver of maximum capacity beyond five (5) days, the Commissioner may waive the capacity maximum for a period not to exceed ninety (90) days.
- D. A facility shall not exceed the maximum capacity established by the State Fire Marshall.

## **V. MONITORING MECHANISM**

- A. The Superintendent and the Division Director of Placement Services or designee shall monitor facility population capacity.

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- B. The Quality Assurance (QA) Branch staff shall review the resident population during scheduled annual monitoring.